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PERSONNEL
1954

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SEPARATIONS

EMPLOYMENT REVIEW BOARD

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1. The Director of Central Intelligence is empowered to terminate the employment of any officer or employee of the Agency whenever he deems such action necessary or advisable in the interests of the United States. Termination action under this authority, quoted below, is within the sole discretion of the Director of Central Intelligence, and no appeals procedure is provided for by law.

"Notwithstanding the provisions of Section 6 of the Act of August 24, 1912, (37 Stat. 555), or the provisions of any other law, the Director of Central Intelligence may, in his discretion, terminate the employment of any officer or employee of the Agency whenever he shall deem such termination necessary or advisable in the interests of the United States, but such

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termination shall not affect the right of such officer or employee to seek or accept employment in any other department or agency of the Government if declared eligible for such employment by the United States Civil Service Commission."

2. GENERAL

The Director may appoint an Employment Review Board to advise him concerning any particular case.

3. RESPONSIBILITIES

- a. The Assistant Director for Personnel shall have the over-all responsibility for the proper administration of the exercise of this authority.

4. PROCEDURES

a. INITIATION

The Deputy Director (Intelligence), Deputy Director (Administration), Deputy Director (Plans), Director of Training, Assistant Director for Communications, and the Director of Security (for cases arising within the scope of his authority) may refer cases of any employee under their jurisdiction directly to the Assistant Director for Personnel with a recommendation for consideration for termination of employment under this authority.

- b. Recommendations shall be made by the referring officials to the Director of Central Intelligence as to whether the case should be processed under the provisions of this Regulation and also whether the employee shall be permitted to remain in a work status or shall be placed in a leave status

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or shall be suspended without pay.

c. INITIAL REVIEW

The Assistant Director for Personnel will, with the advice of the Director of Security when security factors are involved, review those cases referred to him to determine whether they should be referred to the Employment Review Board or whether other separation procedures or administrative actions would be more appropriate.

d. Appropriate notice to supervisors and to employee will be made by the Assistant Director for Personnel.

5. The employee may submit his resignation for consideration at any time prior to the Director's final action, or, if authorized by the Director, within 48 hours after an unfavorable decision by the Director.

6. RESTORATION TO DUTY

If the employee concerned is restored to duty, whether in the position held by him at the initiation of proceedings hereunder, or to another position, the Director will determine whether he shall be paid for any period when he was not in receipt of salary during such proceedings and whether any leave used shall be restored.

7. REMOVAL

If the Director's decision in the case is to terminate employment, Standard Form 50, Notification of Personnel Action (or SF-52 as appropriate) will be prepared by the Office of Personnel. This Form will show Nature of Action as "Removal" and the authority as "By order of the Director of Central Intelligence, subparagraph (c), Section 102, National Security Act of 1947."

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8. REPORT TO THE CIVIL SERVICE COMMISSION

If the termination is accomplished, the Office of Personnel will notify the U.S. Civil Service Commission, by letter, of the action taken.

ALLEN W. DULLES
Director of Central Intelligence

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